

MUSLIM ASSOCIATION COLLEGE OF ENGINEERING

VENJARAMOODU

Internal Quality Assurance Cell Meeting

The IQAC meeting for Academic Session 2022-23 was held on 12th September 2022. The following members attended the meeting:

Dr Praveen Kumar(Chairman of IQAC)

Mr.UmarShehab(Director of MACE)

Mrs.Shefin Shoukath (Coordinator of IQAC)

Mrs.Jismi.K (Asso Prof, ECE)

Mrs. Jasnah Hakkim(Asst Prof, EEE)

Mrs. Roshna.B(Asst Prof, CSE)

Mr. Ramesh M.S(Asst Prof, ME)

Mrs. Geena G S(Asst Prof, CE)

Mr.AhamedSha(HOD, S&H)

Mr.Jalal(AO)

Agenda:

- 1 Review of the previous minutes of IQAC Meeting.
- 2 Action taken report on the decisions of the previous meeting
- 3 Review of Academic Result and Action plan for improvement.
- 4 Finalize the commencement date of this academic year

The Chairman Dr. Praveen Kumar welcomed the members and the following points were discussed in the meeting:

Minutes:

1. Review of the previous meeting and Action taken:Review of the previous IQAC meeting was conducted and a formal discussion was done with all IQAC members. The minutes of the meeting were approved by the IQAC members.

Recommendations:

Academic performance and action plan to conduct (good morning) daily tests for all semesters.

Action taken:

In the academic year 2022-2023, to improve the academic performance of the students, it was decided to conduct daily test and thus for its implementation, it is finalized to conduct test at 9.30 am and also advise the students to maintain a test paper book and marks of the daily test must be consolidated weekly.

2. Review of Academic Result and Action plan for improvement: The KTU results of B.TechS1 were analyzed. The result has increased marginally but the institution has to adapt new teaching methodologies so as to improve the academic performance. In the previous semester various initiatives were taken such as residential classes and sharing of model question sets with answers. But to improve the results further it is decided to conduct daily tests for all semesters conducted.
3. The commencement date of this academic year was finalized during the meeting and decided to commence the odd semester as per the academic calendar.
4. Various academic activities of the current semester were also finalized.

IQAC Coordinator, proposed the vote of thanks to all IQAC members. The next IQAC meeting is unanimously proposed in the month of October 2022.